

Grading General Permit

A General Permit is available for Grading Less than One Acre under NR 341, Wis. Adm. Code. To qualify for this general permit, your project must meet the following conditions:

1. *Size.* The total project area is less than one acre.
2. *Performance standards.* The grading project meets the stormwater performance standards of s. NR 151.11, Wis. Adm. Code, for stormwater discharges from land disturbing construction activities for non-transportation projects and s. NR 151.23, Wis. Adm. Code, for transportation projects.

Note: The department maintains a list of technical standards that it has determined adequate and effective for designing best management practices to control erosion and sediment runoff. Visit the department's stormwater website at www.dnr.wi.gov/org/water/wm/nps/stormwater.htm or contact the department storm water program in the Bureau of Watershed Management at (608) 267-7694 to obtain a copy of this list.

3. *Buffers on lakes and streams.* The grading does not disturb an existing vegetated area in accordance with the distances in s. NR 151.12(5)(d)1.a. to c., Wis. Adm. Code, for protective areas around lakes or streams. In the absence of a protective area, the vegetative cover may not be disturbed for 35 feet landward from the ordinary high water mark. Construction or land disturbance within this buffer may occur for an activity that is otherwise authorized under ch. 30 or 31, Stats., exempted under ch. 30, Stats., or is a stormwater best management practice designed to comply with ch. NR 151 or 216, Wis. Adm. Code.

Note: For example, a grading project including placement of a road and culvert to cross a navigable waterway is not excluded from eligibility for this general permit if the culvert is authorized under ch. 30, Wis. Stats. This section does not prohibit a local ordinance from being more restrictive.

4. *Buffers on wetlands.* The grading does not disturb an existing vegetated area in accordance with the distances in s. NR 151.12(5)(d)1.a. or d. to f., Wis. Adm. Code, for protective areas around wetlands. Construction or land disturbance within this buffer, but not within the wetland, may occur for a stormwater best management practice designed to comply with ch. NR 151 or 216, Wis. Adm. Code.
5. *Spawning season.* To protect fish habitat during spawning seasons, the grading site shall be stabilized and no new grading initiated within 75 feet of the following waterways, during the time period specified:
 - a. For trout streams identified under s. NR 1.02(7), Wis. Adm. Code, and perennial tributaries to those trout streams, September 15 through December 15.
 - b. For all waters not identified in a. and located south of State Highway 29, March 15 through May 15.
 - c. For all waters not identified in a. and located north of State Highway 29, April 1 through June 1.
 - d. The applicant may request that the requirements #5 be waived by the department on a case-by-case basis, by submitting a written statement signed by the local department fisheries biologist, documenting consultation about the proposed project, and that the local department fisheries biologist has determined that the requirements of this paragraph are not necessary to protect fish spawning for the proposed project.

Note: If grading work occurs over the winter and vegetation has not been established to meet this requirement, other stabilization measures such as mulch or erosion control matting shall be required.

6. *Elevation change.* The difference in elevation between pre- and post-construction contours does not exceed 5 feet within the bank area, except for areas immediately adjacent to exposed or walkout basements where the difference in elevation between pre-and post-construction contours may not exceed 10 feet within the bank area.
7. *Slope.* The grading may not disturb or create a slope that exceeds 20% within the bank area.
8. *Revegetation.* The vegetation plan required shall be implemented and monitored for one year after project

completion. During the monitoring period, the grading site shall be inspected regularly, and any areas requiring additional stabilization or re-vegetation shall be addressed to ensure final stabilization. One year after project completion, a report and photographs shall be submitted to the department to demonstrate that the grading site is stabilized. If after one year, final stabilization has not been achieved or maintained, the department may require the landowner to submit a revised vegetation plan to the department, and implement the revised plan.

9. *Designated waters.* The grading site is not located in or adjacent to any of the following:
- a. A state natural area designated or dedicated under ss. 23.27 to 23.29, Wis. Stats.
 - b. A federal wild and scenic river designated under s. 30.27, Wis. Stats., or 16 USC 1274 (a)(8).
 - c. A state wild river designated under s. 30.26, Wis. Stats.
 - d. A river, stream or creek identified as an outstanding or exceptional resource water under s. 281.15, Wis. Stats.
10. *Erosion control requirements.* Any person required to submit an application for grading under this chapter shall develop a site specific erosion control plan and they shall implement and maintain as appropriate all best management practices specified in the erosion control plan from the start of land disturbing construction activities until final stabilization of the grading site. The erosion and sediment control best management practices shall be designed in accordance with s. NR 216.46(6), Wis. Adm. Code.
11. *Stormwater management requirements.* Any person required to submit an application for grading under this chapter shall develop a site specific stormwater management plan and they shall implement and maintain as appropriate all best management practices specified in the stormwater management plan upon final stabilization of the grading site.

If your project will meet all the above requirements, follow the instructions beginning on page 3 to submit a Grading General Permit application to the Department. We will respond within 30 days to notify you that your project is approved, or that additional information is required to complete your application. In some cases, you may be notified that your project requires an Individual Permit.

For more information about Waterway Permitting in Wisconsin, see our website at:

<http://www.dnr.state.wi.us/org/water/fhp/waterway/index.shtml>

Application Requirements

All applications for a General Permit require a completed General Permit Application form #3500-108, with additional sheets as necessary. Follow the instructions below to complete the application form.

Section I: Landowner Information

Provide the legal name of the person, firm, public organization or any other entity that owns the project site described in Section III of the application. The contact person should be the person completely familiar with the construction site activity and charged with compliance and oversight of the permit. The mailing address, phone number, and e-mail address if available, should be for the contact person.

Section II: Contractor Information

If known at the time of application, provide the legal name of the person, firm, or any other entity that will be the major contractor in charge of the proposed project at the site described in Section III of this application. The contact person should be the project site manager completely familiar with the activity and charged with implementation of the permit. The mailing address, phone number and e-mail address if available, should be for the contact person.

Section III: Site Information

Provide the site's official or legal name and complete address, including county, city, state and zip code. Provide the name of the waterway where the project is located. List the public lands survey location [quarter-quarter, quarter, section, township and range (to the nearest quarter section)] of the site. If the site is more than one quarter, enter the quarter that best describes the location of the site. The web site at the link below can help you with the public lands survey location: <http://maps.dnr.state.wi.us/imf/dnrimf.jsp?site=webview>. Use additional space if needed to describe the site location.

Section IV: Additional Information

Dates: Enter the project's anticipated start and end dates.

Photos: Enter the date of photographs included with the application. Attach or enclose clear photographs of the project site. Include at least one front view and one side view that each depict the area where construction work will occur from the waterway, and one view of the entire site from the waterway. Too much snow cover or vegetation may obscure important details, so be sure that your photographs show the site in its existing condition. NOTE: You will also be required to submit photographs after your project is completed.

Section V: Location Sketch, Materials List and Project Plans

Location Sketch: Provide a sketch or map that identifies the project site referenced to the nearest town road or county/state highway. Be sure the map has enough detail so that we can easily find the site. Include your fire number if applicable.

Materials List: Provide a list indicating the size, type, and quantity of materials that you plan to use for the project. Explain what types of erosion control methods you will use and how you will stabilize the site (for example: silt fence, straw bales, and/or seed & mulch).

Project Plans: Provide scaled plans showing the top and cross-section views, on the blank plan sheet in the application and additional sheets of 8-½ x 11-inch or 11 x 17-inch paper as necessary. Also submit a narrative summary of all information. Include the following in your plans and narrative:

1. OWNERSHIP. A copy of the deed, lease, land contract or other document showing ownership.
2. PERMISSION. Permission from landowner to enter the site.
3. PLANS. Plan drawing sheet.
4. DESCRIPTION. A narrative description of the proposal describing:
 - a. The project purpose.
 - b. Methods, materials and equipment to be used.
 - c. A construction schedule and sequence of work.
 - d. Erosion control and stormwater management plans in accordance with #6 and #7.
 - e. Plan Summary Sheet, including: Parameters used to determine bank; square feet of grading on the

bank; dimensions and area of total project area; dimensions of undisturbed area between grading and water body; maximum and average elevation change; volume of earth moved on bank; vegetation names and amounts (species and pounds of seed or number of plants); modeling method(s) used to determine post-construction runoff.

5. SITE MAP, including all of the following:
 - a. Existing topography and drainage patterns, roads, waterways, wetlands and floodplain boundaries.
 - b. Location, description and elevation of a reference benchmark, i.e., permanent vertical reference.
 - c. Horizontal and vertical scale and north arrow.
 - d. Approximate identification of the ordinary high water mark (surveyed elevation where available).
 - e. Area between the grading project and the water body to be left undisturbed.
 - f. Boundaries of the construction site, i.e., lateral extent of land disturbing construction activity.
 - g. Drainage patterns and approximate slopes anticipated after major grading activities, including the existing and proposed slope of the bank and the water level of the existing waterway.
 - h. Area of soil disturbance in square feet.
 - i. Volume of earth to be added or removed in cubic yards.
 - j. Location of any disposal area for dredged or excavated materials.
 - k. Location of major structural and non-structural controls identified in the erosion control plan.
 - l. Location of areas where stabilization practices will be employed.
 - m. Areas that will be vegetated following land disturbing construction activities.
 - n. A vegetation plan that provides for a self-sustaining vegetative cover of at least 70% for all pervious areas, and is sufficient to provide for bank stability, maintenance of fish habitat and filtering of pollutants from upslope overland flow areas under sheet flow conditions.
 - o. Areas used for infiltration of post-construction stormwater runoff.
 - p. Cross sections of pre- and post-construction contours, sufficient to show slope variability across the site with a minimum of one for every 50 feet of shoreline frontage. If the site is uniform, only one cross section is necessary.
6. EROSION CONTROL PLAN. A site-specific erosion control plan in accordance with s. NR 216.46(1) to (4), Wis. Adm. Code, with a site map showing all the information identified in Section V.
7. STORMWATER MANAGEMENT PLAN. A site-specific stormwater management plan that identifies practices to be used to direct runoff from impervious surfaces onto pervious surfaces. (Examples may include directing downspouts onto lawns and away from pavement, driveways sloped onto lawns, and avoidance of piping or channelizing flow from impervious areas into waters of the state.)
8. ALL NECESSARY INFORMATION. All other information needed to show that the project will comply with the conditions identified on pages 1 and 2 of these Instructions.

Section VII: Certification

State regulations require this form to be signed as follows:

1. For a corporation, by a responsible corporate officer including president, secretary, treasurer, vice president, manager, or a duly authorized representative having overall responsibility for the operation covered by this permit;
2. For a unit of government, by a ranking elected official, or other duly authorized representative;
3. For a partnership, by a general partner; and for a sole proprietorship, by the proprietor;
4. For a limited liability company, by a manager.

After signature, print the name of the individual signing the application and date of signature. If the form was prepared by a consultant or someone other than an employee of the property owner, please provide the name and address where this person may be contacted.

Submit your application

A **\$300 fee** is required for a Grading General Permit. Remit a check or money order payable to the Wisconsin Department of Natural Resources (do not send cash). An application submitted without the required application fee will be considered incomplete.

Submit three (3) copies of the completed application, narrative and plans. Send the complete application and fee to the DNR office listed below:

NORTHERN REGION COUNTIES

Ashland	Lincoln	Aquatic Habitat Coordinator
Barron	Oneida	DNR Service Center
Bayfield	Polk	107 Sutliff Avenue
Burnett	Price	Rhineland, WI 54501
Douglas	Rusk	phone (715) 365-8926
Florence	Sawyer	
Forest	Taylor	
Iron	Vilas	
Langlade	Washburn	

NORTHEAST REGION COUNTIES

Brown	Marquette	Aquatic Habitat Coordinator
Calumet	Menominee	DNR Service Center
Door	Oconto	1125 N. Military, Box 10448
Fond du Lac	Outagamie	Green Bay, WI 54307-0448
Green Lake	Shawano	phone (920) 492-5817
Kewaunee	Waupaca	
Manitowoc	Waushara	
Marinette	Winnebago	

WEST CENTRAL REGION COUNTIES

Adams	Marathon	Aquatic Habitat Coordinator
Buffalo	Monroe	DNR Service Center
Chippewa	Pepin	1300 W. Clairemont, Box 4001
Clark	Pierce	Eau Claire, WI 54702-4001
Crawford	Portage	phone (715) 839-1600
Dunn	St Croix	
Eau Claire	Trempealeau	
Jackson	Vernon	
Juneau	Wood	
LaCrosse		

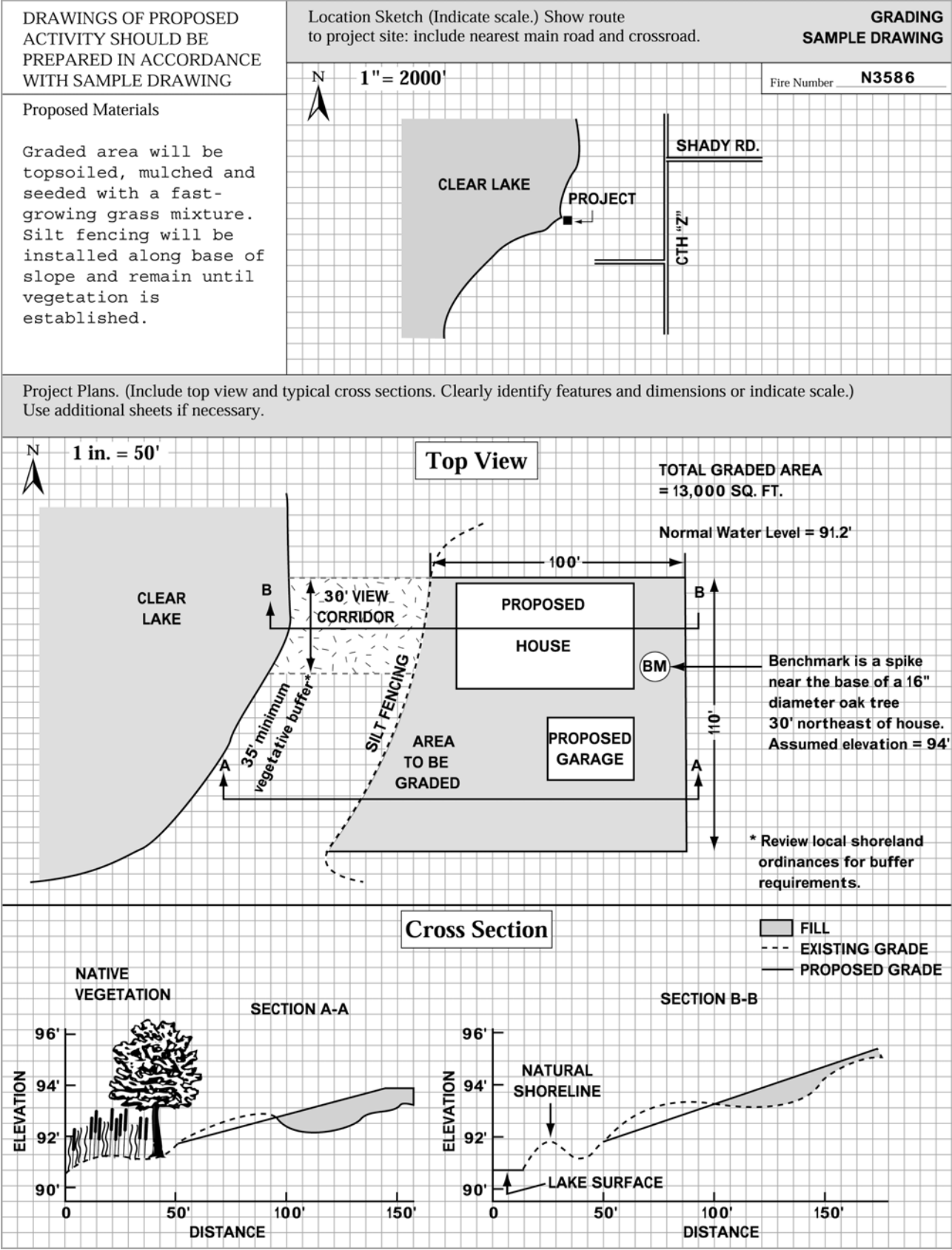
SOUTH CENTRAL REGION COUNTIES

Columbia	Iowa	Aquatic Habitat Coordinator
Crawford	Jefferson	DNR Service Center
Dane	Lafayette	3911 Fish Hatchery Road
Dodge	Richland	Fitchburg, WI 53711
Grant	Rock	phone (608) 275-3282
Green	Sauk	

SOUTHEAST REGION COUNTIES

Kenosha	Sheboygan	Aquatic Habitat Coordinator
Milwaukee	Walworth	DNR Service Center
Ozaukee	Washington	141 NW Barstow, Room 180
Racine	Waukesha	Waukesha, WI 53188
		phone (262) 574-2149

Note: This Sample Diagram may not include all information required in the instructions.



DRAWINGS OF PROPOSED
ACTIVITY SHOULD BE
PREPARED IN ACCORDANCE
WITH SAMPLE DRAWING

Proposed Materials

Location Sketch (Indicate scale.) Show route
to project site: include nearest main road and crossroad.



1" = _____ ft.

Fire Number _____

Project Plans. (Include top view and typical cross sections. Clearly identify features and dimensions or indicate scale.)
Use additional sheets if necessary.



1" = _____ ft.

Top View

Cross Section